

Responses to Inquiries RFP 13-07 Process Management Consulting Services

1. How many employees does INPRS have?

INPRS has 178 employees and 17 approved open positions as of 9/3/13. We also currently have around 75 third party contractors.

2. Will you provide an organizational chart?

Yes, please find the organizational chart as of 9/3/13 attached.

3. Should the fixed fee be inclusive or exclusive of travel?

Please include a line for travel expenditures within the fee proposal.

4. Does "client" refer to an individual agency, or will separate and distinct projects within different business areas of a single agency qualify as multiple clients?

We would prefer to see references from different agencies.

5. How many divisions/business areas are there within INPRS, and how are processes currently mapped?

Please see attached organizational chart for breakdown of cost centers.

We have high-level verbal descriptions for 90% or more of the major processes; however, most do not include a process map, and most do not show the desired level of detail.

6. What project completion timeframe is INPRS hoping to achieve?

We estimate 12-15 months from contract execution.



Anthony Green Chief Legal & Compliance Officer 300 Julia Pogue Chief Financial Officer 600 Steven Barley Chief Operations Officer & Deputy Director 200

Mike Hineline Chief Information and Technology Officer 700

INPRS Board of Trustees

Steven Russo

Executive Director 100

David Cooper Chief Investment Officer 900

Erin Hankins Executive Admin. Asst. 100

> Jeff Hutson Chief Communications Officer 500

Donna Grotz
Director of Strategic
Initiatives &
Administration
100

Teresa Snedigar Director of Internal Audit 800

= SHC Pending

= SHC Approved

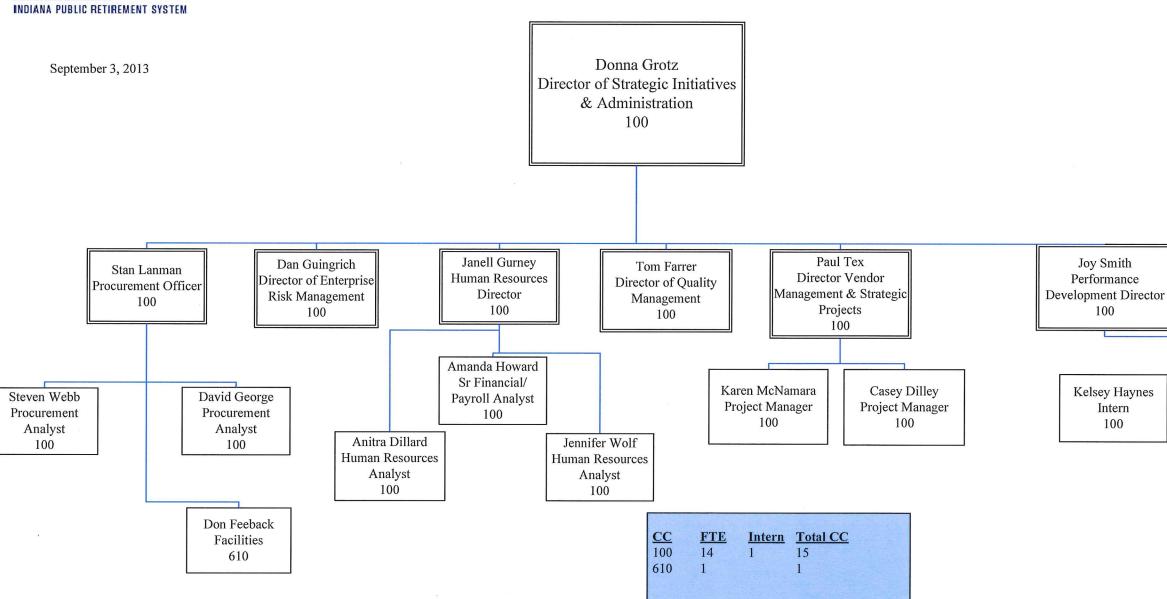
 CC
 FTE
 PT
 Open
 Total CC

 100
 2
 2

Each E-Staff Member will be counted in their respective departments.



= SHC Pending
= SHC Approved





Operations Management

= SHC Approved

September 3, 2013

Steven Barley Chief Operations Officer & Deputy Director 200

Mike Obermeyer EPPA Manager 200 Crystal Lawson Operations Project Director 702

Robin Jackson Benefits Manager 200 Josh Irvin RQA Supervisor 200 Floyd Teamer Non PERF Fund Manager 200 Cathleen Koontz Call Center Manager 200

Charlene Payne Special Projects 200 Yvonne Collins Business Support Manager 200

CC FTE Total CC
200 2 2
701 1 1
Steven Barley, Crystal Lawson and Charlene Payne only – all others counted in their departments.

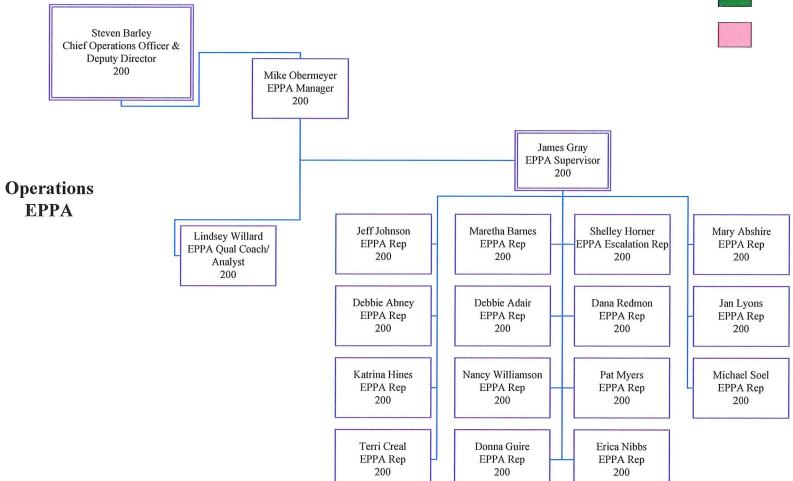
| Total Oper | rations Staff: |
|------------|----------------|
| | FTE |
| CC 200 | 72 |
| CC 702 | 1 |
| Open: | 2 |
| Totals: | 75 |





 CC
 FTE
 Total CC

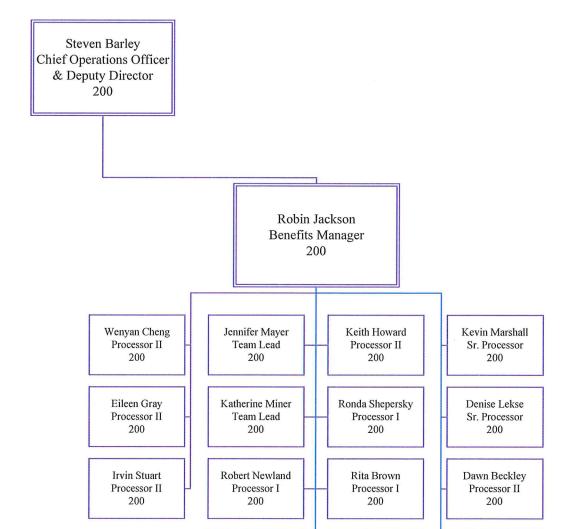
 200
 18
 18





Operations – Benefits

| <u>CC</u> 200 | <u>FTE</u> 16 | Total CC 16 |
|---------------|---------------|----------------|
| | | |



Heather Littrell

FRA Processor

200

Donna Crist

Death Claims Sr

Processor

200

Randi Cobb

Benefits Sr. Processor

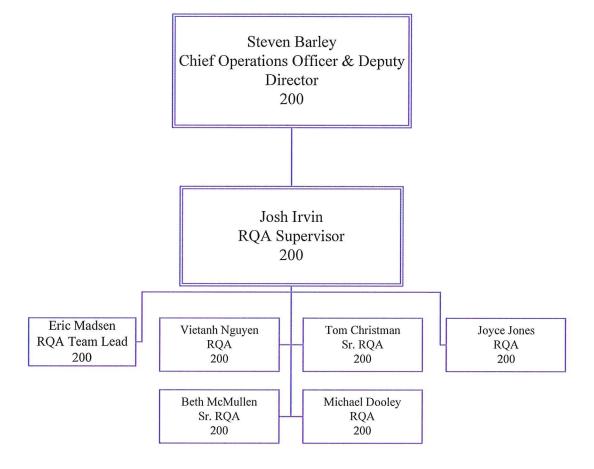
200

= SHC Pending

= SHC Approved



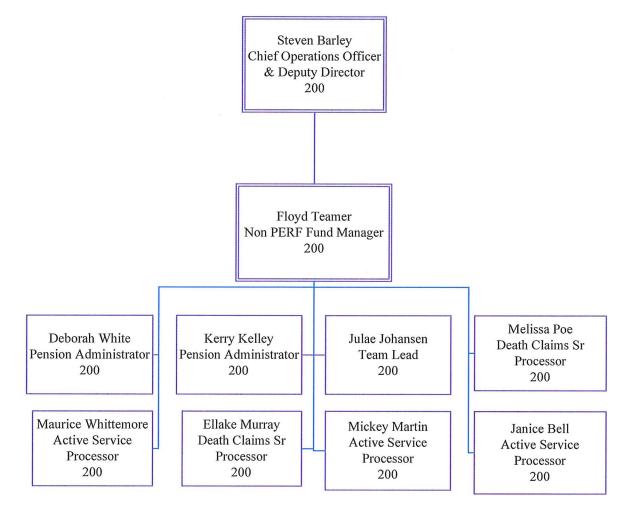
Operations - RQA



<u>CC</u> <u>FTE</u> <u>Total CC</u> 200 7 7



$Operations-Non-PERF\ Funds$



<u>CC</u> <u>FTE</u> <u>Total CC</u> 200 9 9

FTE

12

<u>Open</u>

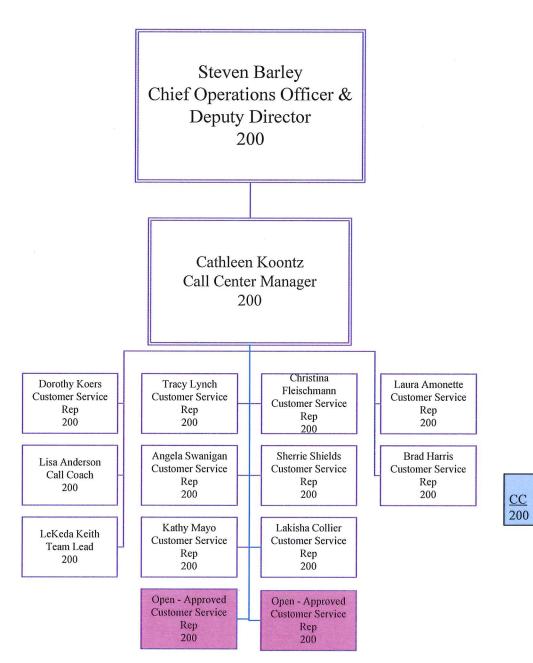
Total CC

14



September 3, 2013

Operations – Call Center





Operations – Business Support

Matt Allen

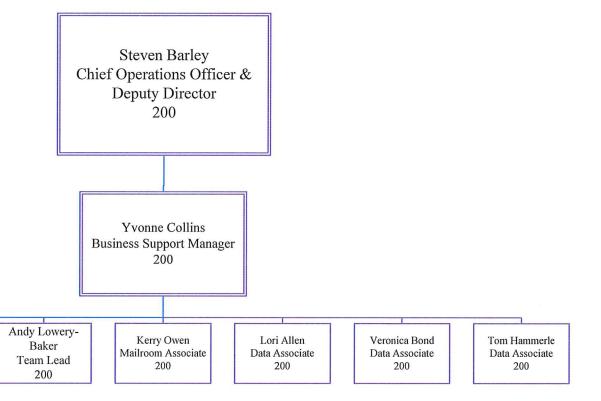
Mail Clerk

200

Alicia Davis

Data Associate

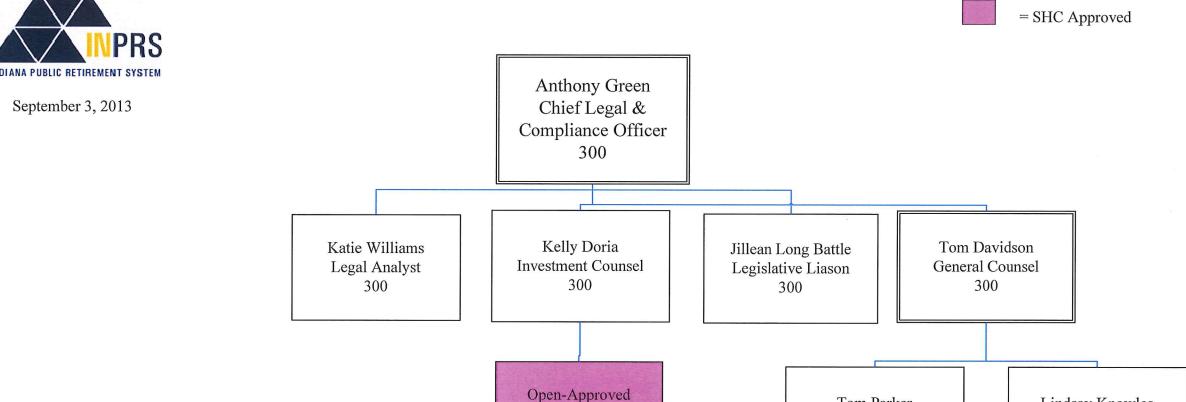
200



 CC
 FTE
 Total CC

 200
 8
 8





Contracts Attorney

300

= SHC Pending

Lindsay Knowles

Staff Attorney

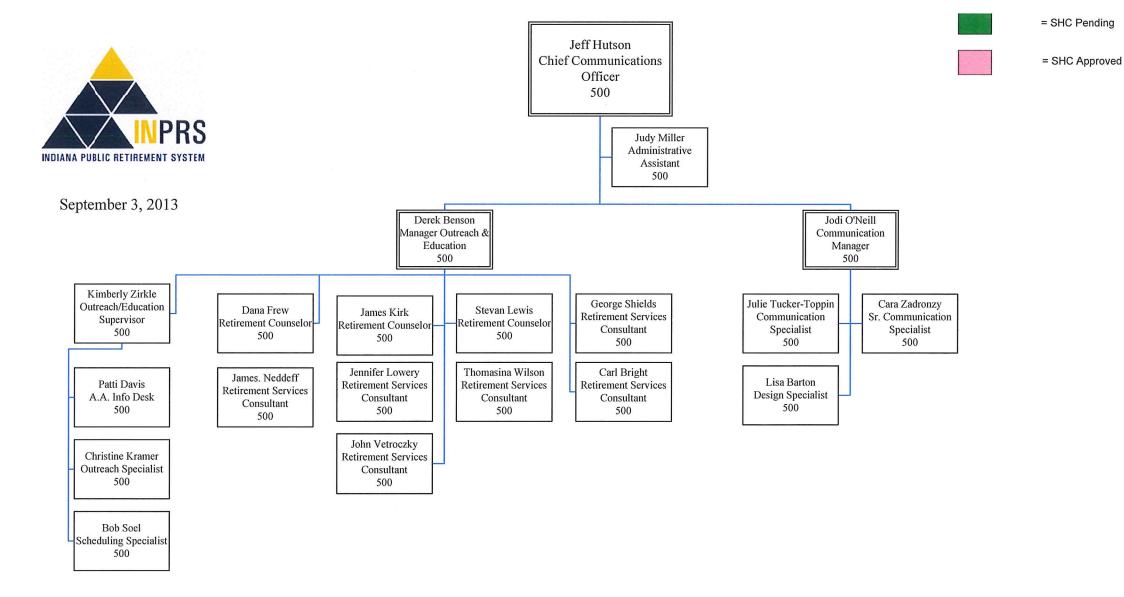
300

Tom Parker

Project Manager

300

| <u>CC</u> 300 | <u>FTE</u> 7 | OPEN 1 | Total CC 8 |
|---------------|--------------|-----------|---------------|
| | | | |



CC

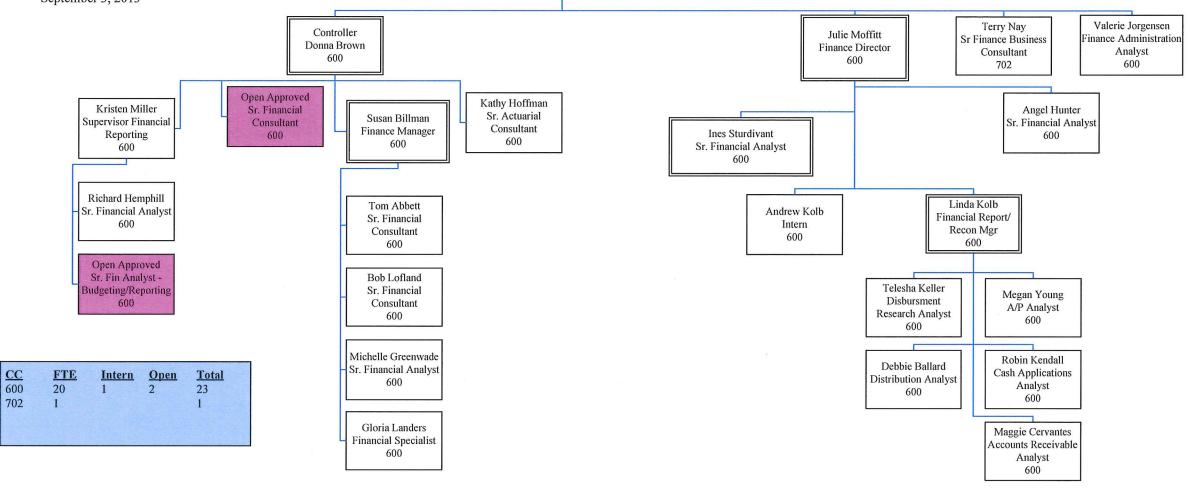
500

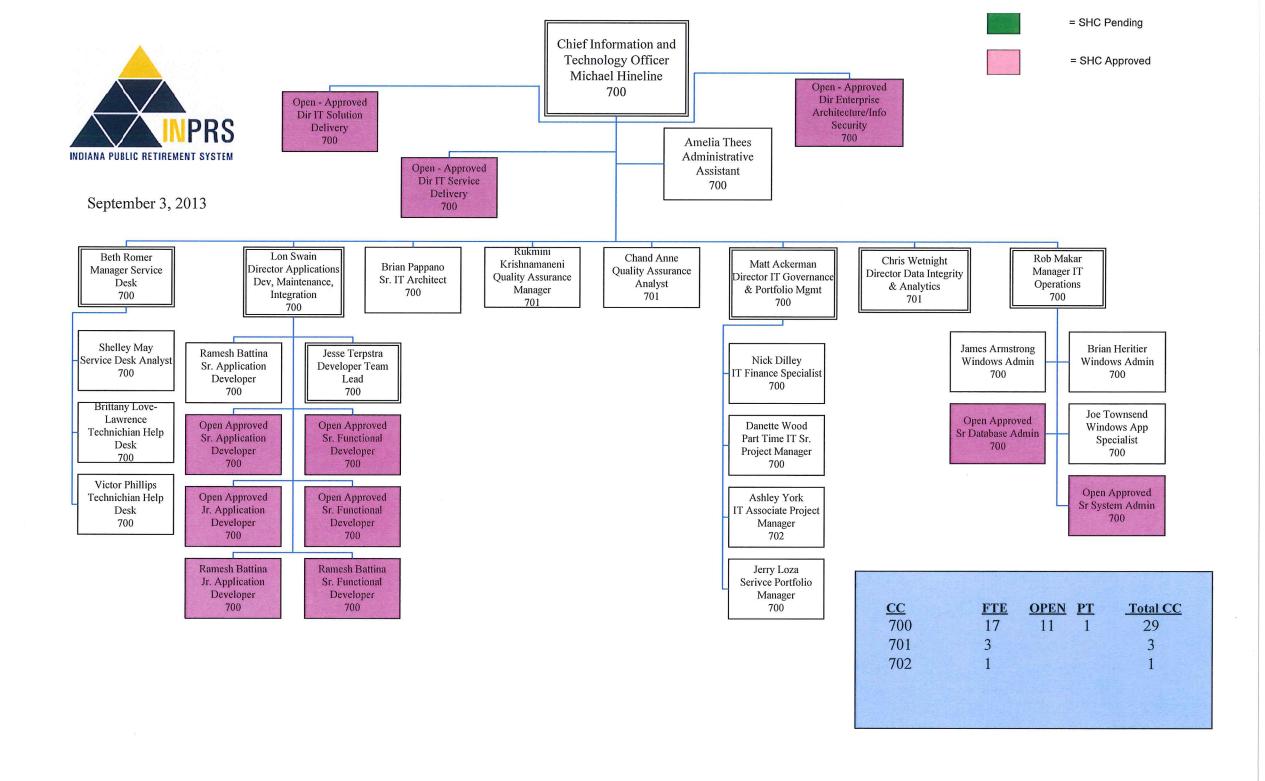
FTE Total CC

20

20











Teresa Snedigar Director of Internal Audit 800

Keith Hall Sr. Internal Auditor 800

Katrina Farley Sr. Internal Auditor 800

Beth Meyer Sr. Internal Auditor 800

= SHC Approved

= SHC Pending

CC 800 FTE Total CC

